DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND
102 MCNAIR DRIVE
FORT MONROE VIRGINIA 23651-1047

REPLY TO
ATTENTION OF

ATOM-P (350)   15 Apr 02

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Resourcing Schools for Distance Learning (DL) Instruction

1. References:

    a. Memorandum, HQ TRADOC, ATTG-CD, 3 Aug 00, subject: Clarification of Total Army Training System (TATS) Course Lengths, Academic Hours, Media, and Instructor Contact Hours (ICHs).

    b. Memorandum, HQ TRADOC, ATOM-P, 28 Feb 01, subject: Interim Policy.

2. Development of a resource standard for asynchronous DL instruction has been delayed because DL instructional management policies continue to evolve and too few DL courses have been implemented to conduct a study. Therefore, as an incentive for the schools to accelerate DL course development and implementation, TRADOC will continue to resource the schools with manpower requirements as resident instruction for corresponding DL courses/phases until a resource methodology is developed and implemented.

3. DL provides the capability for all Army components to train critical tasks to standard anytime, any place; and DL instruction methods, techniques, and media will compress academic time without compromising instructional standards. DL provides students with direct, immediate interaction with the courseware, increases training efficiency, and reduces training time.

4. The need for DL continues to increase as new courses become available to support current operations, command initiatives, and transformation. Unfortunately, TRADOC continues to face manpower reductions that impact our ability to expand DL. Schools express concerns over losing instructor requirements and not having the instructional and training development support needed to implement DL courses especially when resident training is reduced when the DL course comes on line. An instructor resource model is required to resource schools for the instructor and management support that they provide to DL synchronous and asynchronous training.

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5. Based on the availability of video teletraining courses, the Deputy Chief of Staff for Resource Management developed an interim instructor resource model for synchronous DL instruction. This model was applied on a limited basis (three schools) at the fiscal year 04-05 Structure Manning Decision Review and will continue to be studied and refined as more synchronous DL instruction becomes available.

6. To assist in building a resource model for DL instruction, proponent schools must document DL instructor contact hours requirements in programs of instruction and on the ICH work sheet, reference 1a. Schools also must provide information on corresponding resident courses so the ICHs can be correctly annotated in the Army Training Requirements and Resources System. This information will be submitted with the school's response to the "14 questions" identified in reference 1b.

7. Points of contact for this action are Mrs. Gayle Olszyk, Training Operations Management Activity, DSN 680-4105, email olszykga@monroe.army.mil, and Mr. Paul McCarthy (Training Development Analysis Directorate), mccarthyp@monroe.army.mil, DSN 680-5536.

FOR THE DEPUTY CHIEF OF STAFF FOR TRAINING:

                                    //signed//
                                    ROBERT E. SEGER
                                    Senior Executive Service
                                    Assistant Deputy Chief of Staff
                                        for Training

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